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ABSTRACT

A statewide library development program designed to provide total library services to meet educational, informational, and cultural needs of the people of Alaska is outlined in this document. The body of the report is divided into three sections. In the first, the purpose, scope, and development of the plan are summarized. The second section briefly reviews the current situation of the library system in the light of transitional areas in which gains are sought, and presents alternative approaches to several problem areas. The third section outlines the goals, objectives, and plans of action that are expected to be taken, in terms of the materials, facilities, and services that will be needed. Finally, three appendices present a list of Alaskan participants in the project; a discussion of policies, criteria, priorities, and procedures; and the text of the basic state plan. (WDR)

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Library Development in Alaska

long range programs 1973 - 1978

IR 000 708

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LONG RANGE PROGRAM
LIBRARY DEVELOPMENT IN ALASKA
1973 - 1978

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and

Alaska Advisory Council for Libraries
1973

A State-Federal Program under the Library Services and Construction Act, P.L. 91-600

02-0018

STATE
of ALASKA

MEMORANDUM

TO: Richard B. Engen, Director
State Library
Department of Education

DATE : August 29, 1973

FROM: Raymond W. Estess
State-Federal Coordinator
Division of Planning & Research

SUBJECT: State Annual and Five Year
Library Program
State I.D. No. 73082801

The Alaska State Clearinghouse has completed review on the subject project.

It was decided that the plan had been well-coordinated, and there was no need to solicit other agencies or individuals for comment. On the basis of the in-house review, the Clearinghouse would comment that the content of the plan appears adequate.

The Clearinghouse finds this project to be consistent with State long-range planning goals and objectives. Therefore, this memo will satisfy the review requirements of the Office of Management and Budget Circular A-95.

RWE/jg

SUMMARY

The Long Range Program for Library Development in Alaska, 1973-1978, delineates some of the tasks necessary to meet the objectives which are determined by needs if Alaska is to make total library service available to all Alaskans. Alaska's library development plans and programs presume that effective library service can be achieved through sharing existing and future resources.

The basic plan, Library Service for all Alaskans; a statewide development plan published by Public Administration Services in 1969, is based on an organization of three regions with community outlets and centers, a resource center and a research center in each region. The statewide network crosses boundaries and artificial barriers in order to perform a public service to Alaskans whichever group of patrons they are from. Each region may develop different patterns of service but there should be development of the regional program in each every year.

The network, like the planning, is cooperative between libraries, communities and regions. The goals and objectives are essentially the same as in the first long range program. Tasks have been recycled, completed or added as suitable.

Progress includes improved access to serials, phonorecords, art prints, maps and other materials. Notable progress has been made in developing: a cooperative indexing project for Alaska newspapers; a limited film circuit; a cassette bank; workshop opportunities and other areas of cooperation.

Evaluation and Needs

Evaluation is consciously included in more and more activities and results are incorporated in continuing services. Evaluative surveys of mail service and Bookboat users in 1972-73 reconfirmed the results of the Statewide survey the previous year. Fast communication or delivery and cooperation as well as a listing of materials were repeatedly suggested. A trial project in operation from the State Library which sends the current McNaughton list to mail service users for checking has a response indicating that a books-by-mail project in one region should be tried if funds are available and that efforts to achieve a book catalog should continue. Requests for interlibrary loans and non-book materials continued increasing and reemphasized the need for these services and materials in the network.

In the review and continuing planning for the long range program by the committees two themes dominated. One was that we have had an accepted development plan long enough and that major legislation or funding should be sought to speed implementation. The second view was that there may be a short period of tight funds but that development could proceed through extensive research and preparation of plans for immediate implementation as funds were available or for implementation through cooperation. These two themes are not incompatible. Combined they can result in better library development and services for all Alaskans. Together they form the structure for most of the tasks listed for 1973-74.

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I

INTRODUCTION

A strong impetus for coordinated library development in Alaska has come from the survey and report, Library Service for all Alaskans, published in 1969. The PAS report recommended a statewide library development program providing a total library service to meet the educational, informational, and cultural needs of all the people. Total library service implies an open-ended, flexible use of many materials and methods for delivering library services which allows Alaskans of all areas to expand their capabilities and their understanding and use of man's knowledge.

The PAS report provided an ample foundation for the Long Range Program for 1972-1977. That publication and this one have tried to delineate some of the tasks necessary to continue steady implementation of the recommendations of the report.

PURPOSE

The purpose of this Long Range Program is to assist in the implementation of the Alaska statewide total library development program through the coordination of all library services as well as through the establishment, extension and improvement of public library services in areas of Alaska which are without such services or in which such services are inadequate; through public library construction; through improvement of library services for physically handicapped, institutionalized and disadvantaged persons; through strengthening the Alaska Division of State Libraries; and through promotion of interlibrary cooperation among all types of libraries under the requirements of the Library Services and Construction Amendments of 1970, Public Law 91-600.

SCOPE

The scope of this Long Range Program is to set forth the state's library needs, goals, objectives and plan of action for a comprehensive coordinated library service directed toward total library service and toward filling requirements under the Library Services and Construction Act As Amended, Public Law 91-600.

PLAN DEVELOPMENT

The Long Range Program for fiscal years 1974-1979 has been developed by the Alaska Division of State Libraries in conjunction and cooperation with the Alaska Advisory Council for Libraries, the Council's Long Range Program Committees, the Alaska Library Association, and with the consultation of the U. S. Office of Education regional and national staff. Appendix A lists Alaska participants.

The review and evaluation of the previous long range program and the basic report, Library Service for all Alaskans, have continued throughout the year 1972-73 along with evaluation and appropriate adjustment of services and other phases of activities as funds were available.

For economy this second edition does not repeat the earlier needs assessment.

II

REVIEW AND CURRENT SITUATION

The first year of using the Long Range Program for Library Development in Alaska saw only minor changes in the context of the state. However, delaying and transitional factors relating to resource development, land use, educational organization, and funding resulted in a somewhat less positive understanding of when the state could proceed with adequate support for needed public services. State committment to the provision of equal education and other public services remains unchanged.

Some of the particular areas which seem to be in transition and which thus affect how and where library development can occur are:

1. Organization of the unorganized borough for local determination and fiscal purposes;

2. Development of the regional native corporations and communities under the Alaska Native Land Claims;

3. Reorganization of State-Operated Schools into separate regional districts;

4. Reorganization of city and borough governments into single municipalities;

5. Delays and specific concerns about land use and development or harvesting of natural resources involving fisheries depletions, timber management and petroleum transportation.

Much of these specific areas of transition will be resolved in the near future allowing a more stabilized situation for planning.

At the national level administrative efforts to change federal funding policy have created considerable chaos in revenue-based planning as well as in current programs. Much of the effect on library programs has been negative. Reexamination of library programs by the library community and its supporters because of the fluctuating funding situation can lead to improved library development if the overall state and national needs remain preeminent in future planning.

Some positive library gains in the year in Alaska include:

1. Special State funds for library books for State-Operated Schools in the 1973-74 budget.

2. Special funds for materials for the Alaska Higher Education Consortium Library in the 1973-74 budget.

3. Establishment of a capital improvement fund for rare Alaska materials for the State Library.

4. Plans for local area high schools are increasingly adding the concept of a community school library.

These along with some local budgetary gains and near 1972-73 level support for others indicate a continued responsiveness to library needs by the government and the public

ALTERNATIVES

Current activities in developing a library network with regional service patterns are based on the concept of a state and local cooperative network which is part of a national network for library services. The network builds on existing resources and strengths.

Possible alternatives considered have been revenue-sharing and complete State support. Revenue sharing in its present meaning offers no incentive to cooperative sharing and networking. It appears to strengthen local determination but it also penalizes areas with a small population base.

Interest in the feasibility and practicality of complete or near-complete funding has increased for several reasons. Among them are: the action to increase foundation support for schools allowing both more local determination and evaluation as well as better accountability; the belief that property taxes are inequitable for support of general public services; the growing belief that library information services belong under one "umbrella"; and the continuing concern that shared facilities and resources are the economical way to develop libraries in Alaska.

Combinations of the three choices--revenue-sharing, complete state funding, state/local cooperation--may eventually be most productive for Alaska networking in a practical variation of the school foundation support program.

REVIEW

Despite funding cuts at the federal level, some confusion about carrying out tasks in the long range program, and inability to complete all the tasks, progress is evident in library development. Efforts of the Advisory Council for Libraries and its committees, the Alaska Library Association, the Regional Coordinators, and individual libraries have resulted in better coordination of library efforts and projects with related organizations and program. Representatives of the State Board of Education and the Board of Regents of the University of Alaska have been appointed to attend Advisory Council meetings. The Alaska Library Association and its regional chapters have coordinated projects as well as workshops with other organizations. Two outstanding examples are the AkLA Oral Literature Project and the use of the ATS-1 satellite. Inter-library and interstate cooperation have made both the telex network and the services of the Pacific Northwest Bibliographic Center notable examples of easing access and sharing materials in a period when materials budgets are badly hurt by inflation. There is as yet no adequate network for 16 mm films and no clearing-house or network for instate-produced oral history tapes or for video tapes.

III

GOALS, OBJECTIVES, PLAN OF ACTION

The overall goal of Alaska library development remains a valid statement applicable to changing needs and situations.

GOAL Through a total library service to meet the educational, informational, and cultural needs of all Alaskans.

Total library service means to provide the full range of library resources--books, magazines, newspapers, governmental publications, historical documents, archives, sound recordings, sound and video tapes and cassettes, films, filmstrips, slides, photographs, maps, etc.--through a variety of delivery systems and service programs.

Needs determine specific goals, objectives and tasks for satisfying needs.

While goals and objectives are rather broadly inclusive, the tasks listed should not be limiting but suggestive of a variety of possibilities in helping to meet each objective in individual libraries and regions as well as in the statewide network.

MATERIALS

NEED: Library materials of all types to meet specific and general informational, educational and cultural requirements of all Alaskans. This need is derived from comparing present resources in Alaska public libraries with minimum standards for public library systems and from the recommendations of groups and individuals participating in the needs assessments.

ELEMENTS: State and Regional Grants, deposit collections, ESEA Title II collections, audio-visual materials, materials for the blind and handicapped, special education materials, other special collections, areaization and regionalization of interlibrary loan requests.

GOAL: To improve the quantity and quality of library resources accessible to Alaskans.

OBJECTIVE 1: To improve sharing of resources in all kinds of libraries in each region and statewide so that no Alaskan lacks access to circulating library resources directly or through interlibrary loan.

TASKS: 1973-74

a. Continue use of a variety of means of communication between libraries for interlibrary loan.

b. Continue support of Pacific Northwest Bibliographic Center for access to resources outside Alaska.

c. Continue reimbursement system for costs required on interlibrary loans to libraries submitting quarterly accounts.

d. Develop regionalization of interlibrary loan in at least one region.

e. Develop a plan for the use of existing audio-visual resources through central or three regional centers.

f. Develop local audio/visual and other library equipment lists for referral or loan in the community.

g. Prepare and publish the statewide serials list.

h. Locate barriers to sharing resources created by legal or administrative means and determine the necessity or possibility of changing them.

i. Continue investigation to achieve a book catalog.

j. Continue support of Alaska Health Sciences Information Center to provide a statewide library service direct to health science personnel and to others through interlibrary loan.

k. Strengthen efficient interlibrary loan practices through training workshops and increased referrals to manual.

l. Establish a clearinghouse for oral history projects preferably in the Alaska Historical Commission and library network locations for the materials.

MATERIALS (Objective I continued)

m. Standardize reporting of resources to national and regional bibliographic centers.

n. Stabilize microfilms of Alaskana for availability and access.

o. Send all last copies to University of Alaska Library, Fairbanks, until further plans are established.

p. Compile evaluations from user sampling, librarian comments, analysis, and reports.

EXPECTED OUTCOMES: Increased efficiency and use of interlibrary loan, improved access to resources, additional support for statewide and regional networks.

1974-78

a. Modify projects and activities according to product evaluation and to changing needs.

b. Continue improvement of communications.

c. Identify subject strengths and make access known.

MATERIALS (continued)

OBJECTIVE 2: To provide materials and/or grants within each region for new resources in accordance with user surveys, local, state, and national priorities so that each region contains materials responsive to current needs.

TASKS: 1973-74

a. Provide the $250 State grant for non-religious books and periodicals as currently administered to 36 incorporated public library associations.

b. Expend available funds for ESEA Title II materials for circulation to State-Operated, private, and denominational schools and to Correspondence Study enrollees.

c. Develop grant requests through coordinators for obtaining materials.

d. Continue assisting communities with new libraries to develop collections.

e. Continue purchase of periodical titles for unincorporated libraries.

f. Continue collections development including the statewide cassette bank and film collection.

g. Increase publicity of State documents depository system.

h. Investigate the various possibilities for a Federal Documents Regional Depository.

i. Investigate and initiate various media productions on Alaskan subjects.

j. Cooperate with the Alaska Library Association Intellectual Freedom Committee in developing book selection policies.

k. Evaluate collection improvement through sampling, statistical reports, and librarian analysis.

EXPECTED OUTCOMES: Library collections which contain less unused material and which are responsive to Alaska needs and priorities in current materials both book and non-book. Strengthening of Regional Resource and Research Centers.

1974-78

a. Continue previous tasks as evaluation and financial opportunities warrant.

b. Implement long range standards for various collection elements.

c. Develop and implement long range standards for collection growth.

PERSONNEL

NEED: Adequate and trained library personnel capable of delivering service at the appropriate level in a specific location. This need is derived from the recommendations of all groups participating in the long range program development and from requests by participants in current year workshops.

ELEMENTS: Introductory unipacs for untrained personnel in small community outlets; undergraduate level correspondence courses; workshops; in-service training; staff development projects; institutes; community college courses; continuing education programs in librarianship developed in cooperation with other states.

GOAL: To improve the capability of present library personnel, to train new personnel at varying levels and to secure library specialists as a part of the implementation of total library service for all Alaskans.

OBJECTIVE 3: To continue, develop and implement in phases a public-service oriented, multi-faceted continuing education program to assist current and prospective library personnel to improve their capability to provide effective library service at varying levels of library needs.

TASKS: 1973-74

a. To cooperate with the Alaska Library Association Personnel Committee for development of the multi-faceted program including: unipacs, correspondence courses, programmed texts, staff development projects, technician courses, and the University of Alaska Institute for library managers from medium-size communities.

b. To cooperate with the Alaska Library Association and/or WICHE Continuing Education for Library Personnel Program in presenting workshops on general skills, intellectual freedom, interlibrary loan, evaluation, and other phases of library service.

c. Provide in-service training through consultants and the Regional Coordinators.

d. Pursue the adoption by Alaska Commissioners of the WICHE library programs.

e. Provide information on scholarship and special training programs.

f. Request school library consultant for statewide program.

g. Develop exchange program for library personnel.

EXPECTED OUTCOMES: Self-trained, volunteer, and other librarians as well as potential library aides will have means to upgrade knowledge, skills and performance to increase ability to provide service.

1974-78

a. Continue 1973-74 program as warranted.

b. Request Southeast Regional Coordinator.

FACILITIES

NEED: Adequate facilities and equipment with which to conduct a total library program. This need is derived from the 1970 survey of public libraries construction needs, the survey of users, and the comparison of available space to space required by minimum standards for public library systems.

GOAL: To continue improvement of Alaska library service through assisting communities in construction projects.

OBJECTIVE 4: To assist library construction projects in at least two communities each year.

TASKS: 1973-7.

a. Provide State and/or Federal construction grants to a minimum of two communities for public library service facilities.

b. Continue cooperation and coordination of planning with other State agencies involved with community construction projects, particularly with those concerned with Community Centers and schools in order to make the most efficient use of library construction funds. Also continue examination of prototype facilities for small and medium-sized communities.

c. Reexamine needs in context of information gathered in facilities survey summer 1973.

d. Develop program statements for various kinds of libraries to assist building program including site requirements.

e. Conduct a community survey in at least one community for evaluation of an extant community/school facility and program.

f. Plan promotional program.

EXPECTED OUTCOMES: Improved facilities in at least two communities each year. A reevaluation and statement of needs.

1974-78

a. Continue previous program as evaluated including implementation of program for resource center facilities.

SERVICES

NEED: Service programs which bring library materials and Alaskans together. This need is derived from the survey of users and non-users, examination of annual library reports, review of Census data, and the fact that many Alaskans have no local libraries.

ELEMENTS: Mail services to individuals, families, schools, libraries and communities; State Library Processing Center; Talking book, Braille, cassette and tape services for the blind and physically handicapped; State and Regional grants; Right-to-Read program; institutional services; Government information reference, technical and research services.

GOAL: To provide library service to every Alaskan to meet his educational, informational and cultural needs through a variety of service programs.

OBJECTIVE 5: To continue and improve the present mail service programs and to promote service to Alaskans who do not currently have access to a community library.

TASKS: 1973-74

a. Develop a firmer schedule for monthly mail service in accord with results of survey conducted 1972-73.

b. Repeat circularization of services available.

c. Continue regular shipments to community libraries and shift this activity in part to at least one Regional Resource Center.

d. Circulate special exhibit collections.

e. Target six communities of 300 or more people for initiating local library service.

f. Add circulation of cassette bank materials.

EXPECTED OUTCOMES: An increase in monthly mail service of 100 borrowers, a decrease from 22 to 16 communities of more than 300 people without local service, increased circulation, and strengthened regional centers.

1974-78

a. Continue activities as warranted.

b. Continue shifting public library services performed by the State Library to regional centers.

SERVICES (continued)

OBJECTIVE 6: To continue the centralized purchasing and processing center for a minimum of 20 libraries.

TASKS: 1973-74

a. Provide full center service for a minimum of 20 libraries.

b. Continue providing all libraries cataloging of Alaskana books as requested.

c. Reevaluate all procedures.

d. Continue providing full cataloging of Alaska depository documents.

e. Assist in investigation of further shared technical and automated services.

EXPECTED OUTCOMES: Staff time available for public services in member libraries; a data base for a book catalog; improved coordination between members and center.

1974-78

a. Continue program if efficient in contrast to commercial processing.

SERVICES (continued)

OBJECTIVE 7: To promote and improve services to the blind and physically handicapped so that a minimum of fifty percent of the eligible users will be aware of the service.

TASKS: 1973-74

a. Continue contractual arrangement with the Seattle Public Library for users of Braille materials.

b. Serve Alaska patrons through the Sub-Regional program at the State Library and through the services provided for grades K - 12 by the Southcentral Associate Special Education Instructional Media Center.

c. Continue promotional activities.

d. Develop the program for recording Alaskana by volunteers in order to improve the collections.

e. Continue cooperation with PERCY for machine repair.

EXPECTED OUTCOMES: Greater awareness of the program's existence leading to increased enrollment and more accurate estimates of the number of eligible residents.

1974-78

a. Continue program development.

b. Evaluate special equipment to aid patrons and purchase as feasible.

c. Expand collection as indicated by number of borrowers and needs for older titles.

SERVICES (continued)

OBJECTIVE 8: To improve services to unserved or inadequately served population or to contribute to network development through grants to libraries.

TASKS: 1973-74

a. Stimulate grant requests through Library Coordinators, Advisory Council, and consultation with local libraries.

b. Provide grants in accordance with criteria listed in Appendix D.

c. Evaluate prior year program grants for possible continuation.

EXPECTED OUTCOMES: Strengthening of services in each region and statewide through coordination and cooperation.

1974-75

a. Continue program grants as warranted.

SERVICES (continued)

OBJECTIVE 9: To improve library services in State correctional institutions and Pioneers' Homes and to promote services to residents of private and denominational institutions which are more than 50% State-funded.

TASKS: 1973-74

a. Through Library Coordinators train aides in institutional libraries if available.

b. Improve statistical base for measuring needs in this program.

c. Coordinate institutional program through Resource Centers where feasible.

d. Develop library information and evaluation packet for distribution to new residents upon arrival.

EXPECTED OUTCOMES: Improved planning and use of program.

1974-77

a. Establish library clerk positions in regional correctional institutions.

b. Consolidate institutional programs with public library programs.

c. Include local institutions in program.

SERVICES (continued)

OBJECTIVE 10: To improve services of the State Library to State Government through providing complete service to one agency and through related efforts for an increase of service.

TASKS: 1973-74

a. Continue strengthening assistance to departmental libraries through workshops and handbooks.

b. Provide technical assistance to a specialized collection.

c. Develop a policy statement in cooperation with departmental personnel for guiding the libraries' relationships.

d. Compile Blue Book evaluations and request funds for second edition.

e. Request Administrative/Legislative Reference position.

f. Continue present services including publications distribution, referral, reference, research, circulation, and consolidation of collections as warranted.

EXPECTED OUTCOMES: Closer relationships with State agencies and increased use of State Library services by State personnel.

1974-75

a. Continue appropriate tasks.

b. Implement full Administrative/Legislative reference service position.

MANAGEMENT

NEED: Management of the Long Range Program which includes administration coordination, communication, planning and evaluation activities is a requisite to continuous development of a statewide system.

ELEMENTS: Communications systems, publications, interviews, reports, task forces, public, Advisory Council for Libraries, Alaska Library Association, agencies, organizations, and Alaska State Library.

GOAL: Program management that assures awareness and knowledge of the goals, objectives and means of achieving statewide library development among the library users, librarians and related agencies.

OBJECTIVE 11: To develop and implement an information, research, planning and evaluation system which involves users, librarians, and related groups in planning, implementing and benefiting from statewide library development.

TASKS: 1973-74

a. Distribution of the Long Range Program to libraries, communities and other planning participants. Distribution to include grant application information and evaluation aids.

b. Distribution of annual report forms.

c. Continue promotional aids project as funds allow.

d. Continue Long Range Program committees for needs assessment and for recommendations to Advisory Council.

e. Through Chapters, Executive Board and Membership of Alaska Library Association as well as through various libraries take action as determined by each on listed and related tasks.

f. Stimulate expressions of needs and opinions through information and problem areas in the Sourdough and other media.

g. Develop policy statements applicable statewide to duplicate copies, gifts, oral history, cooperative purchases and similar areas for adoption and placement in a handbook similar to the interlibrary loan manual.

h. Continue publications project of directories, reports, and lists of available resources.

i. Review interlibrary communication patterns and means for improvement.

j. Cooperate with interstate, regional and national library programs which complement the Alaska program.

EXPECTED OUTCOMES: Closer working relationships, better understanding of methods and means of cooperating, and program planning and evaluation more immediately related to the overall goal of total library service.

1974-78

a. Continue previous program as warranted.

APPENDIX A

PLAN DEVELOPMENT

Alaska Advisory Council for Libraries

John Carlson, Fairbanks North Star Borough Mayor, Chairman
H. Theodore Ryberg, Director, University of Alaska Libraries, Vice-chairman
Charles G. Adams, Director, Division of Corrections
Kenneth J. Grant, Fisherman
Nancy Lesh, President, Alaska Library Association
Mrs. Jeanne Moore, Elmendorf A.F.B. Library
Mrs. Isabelle V. Mudd, Bureau of Indian Affairs, Bethel
Mrs. Betty B. Smith, Trustee, Soldotna Public Library
Mrs. Carol Wilson, Bureau of Indian Affairs, Kotzebue

Advisory Council Long Range Program Committees

Southcentral Region:

Marilynn Scott	Martha Shepherd	Hal Banks
Lola Homsher	Mary Lou Rethman	
Jack O'Bar	Wilda Marston	

Northern Region:

Judy Countryman	Judie Triplehorn	Dorothy Lunsford
Paul McCarthy	Judy Mimkin	Charles Parr
William Smith	Joyce Upham	Patricia Willey

Southeastern Region:

Gary Phillips	Bob Gray	Sue Engen
Kay Shelton	Bruce McElney	Bette Watson
Zelma Doig	Gary Way	Beth Bellflower
Peggy Cummings		

APPENDIX B
POLICY, CRITERIA, PRIORITIES, PROCEDURES

Policy and procedure for annual evaluation of the effectiveness of programs and projects supported under the LIBRARY SERVICES AND CONSTRUCTION AMENDMENTS OF 1970, P. L. 91-600, will be through the annual compilation of statistical data and through regular reports of State consultive staff and local staff involved in the program. Such data will be compiled for use by the Alaska Advisory Council for Libraries in making recommendations for program, for use by local libraries and will be disseminated through published, annual and budget reports. Additional evaluation may be requested of the clientele.

Policy and procedures for the effective coordination of programs and projects supported under the Act with library programs and projects operated by institutions of higher education or local elementary or secondary schools and with other public or private library programs will be insured through total program definition, Advisory Council, Alaska Library Association, and the Regional Program Officers' participation in advising and planning for library development in Alaska.

Criteria used in allocating funds under Title I of the Act shall be consistent with criteria set forth in the basic State plan* and insure that the State will expend from Federal, State and local sources an amount not less than the amount expended by the State from such sources for State institutional library services and library services to the physically handicapped during fiscal year 1971.

Criteria for the approval of applications for the construction or purchase of public library facilities under Title II of the Act shall be as follows:

* The BASIC STATE PLAN follows on page 8 of this Appendix.

1. Extent to which proposed project is designed to meet the library needs of the area to be served.

2. Adequacy of planning for the proposed project, including the involvement of those to be served.

3. Economic feasibility and efficiency of the proposed project.

4. Adequacy and appropriatness of the staff, facility, equipment and materials to be used in the completed project.

5. Number of low income persons to be served by the completed project.

Procedures for the approval of applications for the construction or purchase of public library facilities under Title II of the Act shall be as follows:

1. The application shall be made on a form furnished by the State agency;

2. The State agency shall assure that the following terms and conditions will be complied with on all construction projects approved by the State agency under Title II of the Act:

   Labor standards. All laborers and mechanics employed by contractors and subcontractors on all construction projects assisted under the Act will be paid wages at rates not less than those prevailing as determined by the Secretary of Labor in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a-276a-5) and 29 CFR Part 1 (29 F.R. 95), and shall receive overtime compensation in accordance with, and otherwise comply with, the provisions of the Contract Work Hours Standards Act (40 U.S.C. 327-333); that such contractors and subcontractors shall comply with the provisions of 29 CFR Part 3 (42 U.S.C. 2000 e note); and that all construction contracts and subcon-

tracts shall incorporate the contract clauses required by 29 CFR 5.5 (a) and (c) (29 F.R. 100, 107, 13463).

(2) Equal employment opportunity. All construction contracts exceeding $10,000 shall include the employment nondiscrimination clause prescribed by section 203 of Executive Order No. 11246 of September 24, 1965 (42 U.S.C. 2000e note), and the State or local agency shall otherwise comply with the requirements of section 301 of said Executive Order.

(3) Avoidance of flood hazards. In the planning of the construction of library facilities under the Act, the State or local agency shall, in accordance with the provisions of Executive Order No. 11296 of August 10, 1966 (33 U.S.C. 701 note), and such rules and regulations as may be issued by the Department to carry out those provisions, evaluate flood hazards in connection with such library facilities, and, as far as practicable, avoid the uneconomic, hazardous, or unnecessary use of flood plains in connection with such construction.

(4) Accessibility to handicapped persons. Except as otherwise provided for in the regulations issued by the Administrator of General Services (41 CFR Part 101-17) to implement Public Law 90-480 (42 U.S.C. ch. 51), all library facilities shall be designed, constructed, or altered with funds under the Act in accordance with the minimum standards contained in the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Handicapped, Number A117.1-1961," approved by the American Standards Association, Inc.

(subsequently changed to United States of America Standards Institute). All library facilities using Federal funds shall display in a prominent place the "International Symbol of Access for the Handicapped".

(5) Competitive bidding. All construction contracts shall be awarded to the lowest qualified bidder on the basis of open competitive bidding except that, if one or more items of construction specified in §130.43(b) are covered by an established alternative procedure consistent with State and local laws and regulations, which is approved by the State agency as designed to assure construction in an economical manner consistent with sound business practice, such alternative procedure may be followed.

(6) Elaborate or extravagant design or materials. The projects will be undertaken in an economic manner and will not be elaborate or extravagant in design or materials.

(7) Display of signs. The sites of all construction projects shall display a sign stating that Federal funds under the Library Services and Construction Act are being used for such construction. When specifications call for a plaque in the completed building indicating the date of completion and source of funds, funds under the Act shall be noted.

(8) Compliance with National Environmental Policy Act of 1969. The State or local agency shall comply with whatever procedures may be established by the Department to implement section 102(2)(c) of the National Environmental Policy Act of 1969 (42 U.S.C. 4332 (2)(c).) and Executive Order No. 11514 (42 U.S.C. 4321 note).

The State or local agency shall also comply with whatever policies and procedures are established by the Department to implement Executive Order No. 11288 (33 U.S.C. 406 note) with regard to the prevention of water pollution.

(9) Interest in site. The State or local agency has or will have a fee simple title or such other estate or interest in the site including access thereto, as is sufficient to assure undisturbed use and possession of the facilities for not less than the expected useful life of the facility.

(10) Final drawings and specifications. The final working drawings and specifications will be submitted to the State agency for final approval before the project is placed on the market for bidding.

(11) Prompt construction. The construction approved pursuant to the project proposal will be undertaken in six months.

(12) Fire and safety codes. In developing plans for public library facilities, the local and State codes with regard to fire and safety will be observed; and in situations where local and State codes do not apply, recognized codes shall be observed.

(13) On-site supervision and inspection. Architectural or engineering supervision and inspection will be provided at the construction site to insure that the completed work conforms to the approved plans and specifications; and representatives of the State agency will have access at all reasonable times, for the purpose of inspection, to all construction work being done under the Act, and the contractor will be required to facilitate such access and in-

spection.

(14) Progress reports. The local agency undertaking the construction will furnish progress reports and such other information relating to the proposed construction as the State agency may require.

(15) Interest in completed facilities. Upon completion of the construction, title to the facilities will be in and retained by a public State or local agency. (20 U.S.C. 355a, 355b, 1232b; 33 U.S.C. 466 note, 701 note; 42 U.S.C. 2000 e note, 4151-4156, 4321-4347.)

(16) Every local or public agency whose application for funds under the plan for construction of public library facilities is denied will be given an opportunity for a hearing before the State Agency.

Criteria for the approval of applications for interlibrary cooperation under Title III of the Act shall be as follows:

1. Extent to which proposed project is designed to meet the library needs of the region to be served.
2. Adequacy of the planning for the project including the involvement of two or more kinds of libraries and those to be served.
3. Economic feasibility and efficiency of the proposed project.
4. Extent to which provisions for evaluating the project are appropriate, adequate and provide for a reasonable degree of objectivity.
5. Extent to which provisions for dissemination of information about the proposed program are appropriate and adequate for the area to be served.
6. Adequacy and appropriateness of the staff, facilities, equipment and materials to be used for the proposed project.
7. Plans for continuation of the project.
8. Number of persons to be served by the project.

Procedures for the approval of applications for interlibrary cooperation projects under Title III of the Act shall be as follows:

1. The application shall be made on a form furnished by the State agency.

2. Applications shall be reviewed by the Advisory Council for Libraries after review by the Regional Librarian in affected regions.

APPENDIX C

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE

OFFICE OF EDUCATION

BASIC STATE PLAN
(State-Federal Agreement)

LIBRARY SERVICES AND CONSTRUCTION ACT, AS AMENDED BY P.L. 91-600

The Division of State Libraries
(Officially Designated State Library Administrative Agency)
of the State of Alaska, hereinafter called the State Agency, hereby agrees and assures that this Basic State Plan which serves as an agreement between State and Federal Governments under the Library Services and Construction Act, as amended, for which Federal funds are being requested for the fiscal year ending June 30, 19 74, will be administered in accordance with the following provisions:

1. The State Agency:

   a. assures that it will administer, or supervise the administration of, the program authorized by the Act; and has adequate fiscal and legal authority to do so. (See appended Certificate of Legal Authority.)

   b. assures that it has provided for such fiscal control and fund accounting procedures as will assure proper disbursement of, and accounting for, Federal funds paid to the State under the Act (including any funds paid by the State to any other public or private nonprofit agency under this Basic State Plan).

c. assures that it will submit to the Office of Education, and otherwise make public (1) the State's long-range program on or before June 30, 1972, and (2) the State's annual program on or before July 1 of each fiscal year. Both programs will be developed in consultation with the Office of Education, and with the advice of the State Advisory Council on Libraries.

d. assures that any funds paid to the State in accordance with a long-range program and an annual program shall be expended solely for the purposes for which funds have been authorized and appropriated.

e. assures that it will make such reports, including reports of evaluations, in such form and containing such information as the Commissioner may reasonably require to carry out his functions under the Act, and to determine the extent to which funds provided under the Act have been effective in carrying out its purposes.

f. assures that it will keep such records and afford such access thereto as the Commissioner may find necessary to assure the correctness and verification of all reports submitted to him.

g. assures that it will establish and specify in the State's long-range program its policies, priorities, criteria and procedures necessary to the implementation of all programs in which the State will participate under the

provisions of the Act, which are incorporated by reference herein.

h. assures that it will set forth in the State's long-range program its policies and procedures for the coordination of programs and projects supported under this Act with library programs and projects operated by institutions of higher education or local elementary or secondary schools, with other public or private library services programs, and with other related service programs.

i. assures that it has established a State Advisory Council on Libraries as required by the provisions of the Act and paragraph 130.8 of the regulations. (See attached certification.)

j. assures that it has available for expenditure under Title I of the Act in this fiscal year (FY 19<u>74</u>.)

A. From State and local sources:

1. Sums sufficient to earn its basic minimum allotment.

2. Not less than the total amount actually expended, in areas covered by the programs for such year, for the purposes of such programs from such sources in the second preceding fiscal year (FY 19<u>72</u>).

B. From State sources:

1. Not less than the total State amount actually expended for such purposes from such sources in

the second preceding fiscal year (FY 72).

k. assures that it will expend in this fiscal year (FY 74) from Federal, State, and local sources; an amount not less than the amount expended by the State from such sources for State institutional library services, and library services to the physically handicapped during the fiscal year ending June 30, 19 73.

2. The State Agency herewith sets forth (a) criteria to be used in determining the adequacy of public library services to geographical areas, and for groups of persons in the States, including criteria designed to assure that priority will be given to programs or projects which serve urban and rural areas with high concentration of low-income families. (See attached statement of Criteria.)

3. This Basic State Plan has been submitted to the Governor for his review; and his comments, or a statement that no comments have been made, is attached. Any amendment to this Plan, as well as projections required under the program, will also be submitted for the Governor's review; and comments, if any, will accompany the amendments or other required program material when they are submitted to the U. S. Office of Education.

4. The State Agency will make public the Basic State Plan as approved by the Commissioner by such means as press releases to newspapers, radio and TV; notices in State Education publications;

contact with Native organizations; and other appropriate means.

5. The State Agency assures that it will otherwise comply with the requirements of the Act and the REgulations of the Commissioner of Education issued thereunder (45 CFR Part 130).

6. Assurance is hereby given that in accordance with Title VI of the Civil Rights Act of 1964 (45 U.S.C. 2000d et. seq.) and the regulations issued thereunder by the Department of Health, Education, and Welfare (45 CFR Part 80), no individual shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, of be otherwise subjected to discrimination under this Plan. The State Agency has established and will maintain methods of administration to assure that each program or activity for which it receives Federal financial assistance will be operated in accordance with the preceding paragraph of this statement. The State Agency will amend its methods of administration from time to time as necessary to carry out the purposes for which this statement is given.

The State Agency recognizes and agrees that Federal financial assistance will be extended in consideration of, and in reliance on, the representations and agreements made in this statement; and that the United States shall have the right to seek administrative and judicial enforcement thereof.

Division of State Libraries
State Library Administrative Agency

Pouch G
Juneau, Alaska 99801
Address

Signature of Authorized State Agency

Director
Official Title

July 2, 1973
Date

Certificate of Appropriate State Legal Officer

I hereby certify that Division of State Libraries (Name of State Agency) Alaska (Name of State) is the sole State Agency with Authority under State law to develop, submit and administer, or supervise the administration of, the State plan under the Library Services and Construction Act, as amended by P.L. 91-600; that Richard B. Engen, Director (Name of authorized State Agency Official) is the Officer authorized to submit the State plan for the named State agency; that the Commissioner of Revenue (Title of Officer other than State Treasurer) has authority under State law to receive, hold and disburse Federal funds under the State plan; and that all provisions contained in the plan are consistent with State law.

Richard A Bradley
Signature, Attorney General or Other
State Legal Officer

Assistant Attorney General
Title

July 2, 1973
Date

Criteria for Determining Adequacy of Public Library Service

"Without public library service" means any community or area in which where is no tax-supported public library.

"Inadequate library service" means any public library which fails to meet any or all of the recognized standards as summarized below:

(a) A percapita expenditure of at least $6.00 annually.

(b) Has professional and nonprofessional staff qualified for competent performance of their duties.

(c) Selects materials to meet high standards of quality and to meet the needs and interest of all people.

(d) Provides physical facilities adequate to fit the program of service.

Each community library submits an annual report to the State Library which then publishes an annual compilation of statistics. This compilation shows which areas have inadequate or no public library service.

Approximately 20 per cent of the State's population has no direct access to a public library. No public library in Alaska meets the minimum standards as summarized above.

Many residents of rural Alaska have incomes far below the poverty level. Priority will be given to programs designed to bring library services to these areas. Such programs may be either services directly from the State Library (as through infusions of library materials); from a major public library in an outreach type program; or in grants to the local

jurisdiction.

There are also concentrations of low income families in the larger cities in Alaska. Outreach programs to bring specially designed library services to such areas will also have priority.

Key considerations in developing services to low income families will be sharing of recources, building on the strengths of existing collections and improved communications--local, statewide and intra-state.

The criteria for approving projects will be a combination of the following factors:

1. Extent to which proposed project is designed to meet the library needs of the area to be served.
2. Adequacy of the planning for the proposed project, including the involvement of those to be served.
3. Economic feasibility and efficiency of the proposed project.
4. Extent to which provisions for dissemination of information about the proposed program are appropriate and adequate for the area to be served.
5. Extent to which provisions for evaluating the proposed project are appropriate and adequate, and provide for a reasonable degree of objectivity.
6. Adequacy and appropriateness of the staff, facilities, equipment and materials to be used for the proposed project.
7. Plans for continuation of project.
8. Number of low income persons to be served by project.